

APPLICATION FOR APOSTILLED/AUTHENTICATED COPY— MICHIGAN MARRIAGE RECORD

Michigan Department of Health and Human Services

PART 1 – APPLICANT INFORMATION (PERSON FILLING OUT THIS FORM)

Applicant's
First Name _____ Middle _____ Last _____
Mailing
Address _____ City _____ State _____ Zip _____
Daytime Phone w/ area code ***Required** _____ Email _____

PART 2 – MARRIAGE INFORMATION (TO LOCATE RECORD ON FILE)

The names of **both** spouses and **year** of marriage are required in order to complete the search. Do not leave these areas blank. If the month and day of marriage are unknown, we will search the entire year you provide. If you need additional years searched, please see **Part 6** for fee information.

DATE OF MARRIAGE	Month:	Day:	Year:
SPOUSE #1 Full Name at time of application for Marriage License	Male <input type="checkbox"/> Female <input type="checkbox"/>		
First Middle Last			
SPOUSE #2 Full Name at time of application for Marriage License	Male <input type="checkbox"/> Female <input type="checkbox"/>		
First Middle Last			
PARENT'S NAME			
First Middle Last			
PARENT'S NAME			
First Middle Last			
LOCATION of Marriage			
City County State			
LOCATION where License was Obtained			
City County State			

PART 3 – COUNTRY OF USE REQUIRED

Apostille/Authentication is for use **outside** of the U.S.

PART 4 – PURPOSE OF REQUEST

PART 5 – APPLICANT SIGNATURE (PERSON FILLING OUT THIS FORM)

By signing, I understand I am agreeing to pay for a search of State of Michigan Vital Records. This does not guarantee that a record will be found. Falsifying an application for a vital record and/or assuming the identity of another person is subject to criminal penalties. Per MCL 333.2894(b) and 445.65.

Your Signature:

(Must be original in ink, by hand) _____ Date: _____

PART 6 – PAYMENT

Application Fee includes one Certified Copy or a No-Find Letter

Base Fee (Includes one year search)		\$42.00	\$
Additional Years to Search (If exact marriage year is unknown)	Specify Years _____	\$12.00 per year	\$
Additional Apostilled Copies	Specify Quantity _____	\$26.00 each	\$
Expedited "Rush" Processing	Reduces in-office time. (Does not affect mail time to/from our office)	\$25.00 additional	\$
CHECK or MONEY ORDER made out to the "State of Michigan" (Request will not be processed if payment is not included in envelope)	Total Amount Enclosed		\$

SEE NEXT PAGE FOR PROCESSING TIMES AND MAILING ADDRESS

REQUESTING A MICHIGAN MARRIAGE RECORD

The Michigan Vital Records Office has records of marriages that occurred in Michigan and were **filed** with the state since **1867**. Some records were not filed with the state. Marriage records are not restricted documents in Michigan. Anyone can request that a search be conducted if the application is completed, signed, and submitted with the required fee paid. **NOTE:** If the marriage was a confidential marriage performed by a probate judge, due to one or both parties being below the marrying age, the record would only be available to the bride and groom.

PROCESSING TIMES FOR MAILED REQUESTS

REGULAR SEARCH

Approximately 4 to 6 weeks of in-office processing at MDHHS, plus an additional 1 to 2 weeks at the Secretary of State's Office of the Great Seal. Then sent via regular mail. Completion time may vary, depending on volume of requests received.

EXPEDITED "RUSH" SEARCH

Approximately 2 to 3 weeks of in-office processing at MDHHS, plus an additional 1 to 2 weeks at the Secretary of State's Office of the Great Seal. Then sent via regular mail.

ADDITIONAL INFORMATION: Results are sent USPS First Class Mail, Pre-Paid envelopes will NOT be accepted

If you find that the above processing times do not meet your needs, please visit www.michigan.gov/vitalrecords or call our Eligibility Unit at **517-335-8666** to speak with a customer service representative about available options.

MAIL APPLICATION (WITH CHECK OR MONEY ORDER)

REGULAR MAIL TO:
Vital Records Requests
P.O. Box 30721
Lansing MI 48909

RUSH MAIL TO:
Vital Records RUSH
P.O. Box 30721
Lansing MI 48909

ALTERNATIVE ORDERING OPTIONS

ONLINE

Visit www.michigan.gov/vitalrecords to place an online order via VitalChek. There is an additional \$14.00 processing fee.

There is an optional UPS Air delivery fee of \$19.75, Rush processing would also be added, and the record would be received in approx. 7 to 14 business days.

A credit or debit card is required for payment at the time of ordering online. VitalChek is the **ONLY** authorized service provider for online ordering for the State of Michigan Vital Records Office.

PHONE

Call **866-443-9897** to place a phone order via VitalChek. There is an additional \$14.00 processing fee.

There is an optional UPS Air delivery fee of \$19.75, Rush processing would also be added, and the record would be received in approx. 7 to 14 business days.

A credit or debit card is required for payment at the time of placing your phone order. VitalChek is the **ONLY** authorized service provider for the State of Michigan Vital Records Office.

The Michigan Department of Health and Human Services (MDHHS) does not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, genetic information, sex, sexual orientation, gender identity or expression, political belief, or disability.

DCH-0569-MX-AUTH (Rev. 4-23) By Authority of MCL 333.2882(1)(a)(b) and MCL 333.2891(1-4) (8)